

**LICKING HEIGHTS LOCAL SCHOOL DISTRICT
BOARD OF EDUCATION MEETING
TUESDAY, SEPTEMBER 19, 2017 7:00PM**

The Licking Heights Board of Education met in Regular Session for the purpose of conducting official school business on Tuesday, September 19, 2017 at 7:02p.m. at Licking Heights High School, 4000 Mink Street SW, Pataskala, OH 43062 with Mr. Richard Wand, President, presiding.

The President asked the Treasurer to call the roll. Those members present were: Mr. Brian Bagley, Mr. Paul Johnson, Mrs. Tracy Russ, and Mr. Richard Wand.

Student Representatives present were: Michael Gibson and Jamila Onipe.

The Board of Education held a moment of silence for student Mohammed Abdulkadir.

Reading of the Notice of the Meeting

This is a public meeting of the Board of Education for the purpose of conducting the School District's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in the agenda.

Resolution #09-17-184 ADOPTION OF AGENDA

Mr. Bagley moved and Mrs. Russ seconded that the Board of Education adopts the agenda.

AYES: Bagley, Russ, Johnson, Wand

President declared motion carried.

Presentation of Prepared Remarks by the Public

A. Theresa Davis Bing – Transportation request.

Student Representative Reports

Academics

- Interims went home that week
- We just finished our last round of Parent teacher conferences
- AP bio/ environmental science field trip
- Military history field trip to Motts military history museum

Extracurricular

- The Cultural identity club decorated the hallway for Hispanic Heritage month
- DECA elected their new officers for the 2017-2018 school year
- Fall play

Events

- We had Pageant of the Bands September 9th and received a superior rating.
- Beat Watkins
- Pep rally

Presentations

1. Chinese Bridge Trip - Mrs. Angel King, Director of Curriculum and Student Instruction & Dr. Wagner, Superintendent

2. Bond Sale Review - Mr. David Conley, Rockmill Financial Group
3. New High School Building Project Architectural Firm Introduction, BSHM Architects, Inc. - Mr. Byron Manchester & Dr. Wagner, Superintendent

Discussion

Board Committees	Committee Members	Meeting Dates
Buildings & Grounds	Nicole Roth and Brian Bagley	August 31, 2017
Communications & Community Outreach	Brian Bagley and Paul Johnson	October 17, 2017
Curriculum	Nicole Roth and Tracy Russ	September 8, 2017
Finance	Richard Wand and Tracy Russ	September 12, 2017
Policy	Nicole Roth and Paul Johnson	September 25, 2017
Technology	Richard Wand and Brian Bagley	September 28, 2017
Community Building Project Committee	Brian Bagley & Tracy Russ	1st Meeting date expected October 2017

Resolution #09-17-185 CONSENT AGENDA

Mr. Bagley moved and Mr. Johnson seconded that the Board of Education approves the consent agenda – Item A through M. Action by the Board of Education in “Adoption of the Consent Agenda” means that all items listed under the Consent Agenda are adopted by one single motion unless a member of the Board or the Superintendent requests that any such item be removed from the consent agenda and voted upon separately. Employments, where applicable, are contingent upon:

1. Verification of education and experience
2. Proof of proper certification
3. Clean results from a criminal records check
4. All employment is subject to a properly executed contract.

Subject

A. Resignation(s)

Approve Resignations

First Name	Last Name	Position	Department/ Building	Effective Date	Notes
Angela	Boyer	PK-3 Teacher	West Elementary	05/29/2018	
Timothy	Ruder	Custodian	Central	08/25/2017	
Abby	Snider	Science Academic Chair 6-8	Central	08/25/2017	
Kip	Irvin	Lunch Custodian	High School	09/08/2017	
Vendetta	Jackson	Server/Helper	High School	08/07/2017	
Diane	Page	Intervention Specialist	High School	10/13/2017	

B. Absence(s)

Approve the following leave of absences:

First Name	Last Name	Position	Building / Department	Leave Dates
Elizabeth	Brown	MS Teacher	Central	9/22/2017-10/13/2017
Jennifer	Jorrey	Business Teacher	High School	8/23/2017-9/29/2017

C. Classified Employment 2017-2018

Approve Certified Employment Items 2017-2018

First Name	Last Name	Position	Dept / Building	Contract Days	Pro-rated	Contract Length	Hours	Step	Salary	Cat.	Effective	Notes
Irene	Albright	Server/Helper	Central	189	178	Currently on a Continuing Contract	1	9	15.04	C	8/29/2017	Server/Helper at Central. She is adding 1 hour to her day
Wyatt	Lott	Mechanic	Transportation	260	205	1 Year	8	3	18.12	D	9/18/2017	Replacing Courtney Robertson who moved to Custodian at South
Corey	Krantz	Mechanic's Helper C-TEC	Transportation	9/21/17 thru 5/25/18		9/21/17 thru 5/25/18	up to 15 hours per week	1	12.89	E	9/21/2017	C-TEC Student Worker-the students will split the one position
Nick	Boyce	Mechanic's Helper C-TEC	Transportation	9/18/17 thru 5/25/18		9/18/17 thru 5/25/18	up to 15 hours per week	1	12.89	E	9/18/2017	C-Tec Student Worker-the students will split the one position

D. Supplemental Employment 2017-2018

Approve Supplemental Employment Items 2017-2018

Name	Position	School	Level	Step	Salary
Gina Springer	English/Language Arts Academic Chair PreK-2	South	3	4	\$1,754.00
Ciara Cundiff-Rhoades	Science Academic Chair 6-8	Central	3	2	\$1,635.00
Krista Ackerknecht	Mentor/Resident Educator	Central	5	6	\$989.00
Jacquelyn Athey	Mentor/Resident Educator	South	5	3	\$870.00
Julie Barclay	Mentor/Resident Educator	North	5	2	\$751.00
Pat Burkett	Mentor/Resident Educator	Central	5	4	\$870.00
Carah Casler	Mentor/Resident Educator	North	5	2	\$751.00
Lori Cochran	Mentor/Resident Educator	High	5	2	\$751.00
Rhonda Daniels	Mentor/Resident Educator	West	5	2	\$751.00
Kathy Gamertsfelder	Mentor/Resident Educator	High	5	16	\$1,209.00
Christine Gottermeyer	Mentor/Resident Educator	High	5	2	\$751.00
Richard Hamann	Mentor/Resident Educator	Central	5	3	\$870.00
Amy Mangus	Mentor/Resident Educator	West	5	5	\$989.00
Jaimie Morris	Mentor/Resident Educator	West	5	13	\$1,209.00
Colleen Ouellette	Mentor/Resident Educator	High	5	5	\$989.00
Lisa Painter	Mentor/Resident Educator	West	5	13	\$1,209.00
Gina Springer	Mentor/Resident Educator	South	5	4	\$870.00
Brandi Wade	Mentor/Resident Educator	District	5	6	\$989.00
Darren Waters	Mentor/Resident Educator	High	5	2	\$751.00
Mallory Weaver	Mentor/Resident Educator	High	5	2	\$751.00
Aimee Wilson	Mentor/Resident Educator	High	5	3	\$870.00
Joy King	Mentor/Resident Educator	High	5	1	\$751.00
Traci Moore	Mentor/Resident Educator	South	5	1	\$751.00
Katelyn Baker	Mentor/Resident Educator	Central	5	4	\$870.00
Steve Varricchio	Mentor/Resident Educator	High	5	1	\$751.00

Delores Huey	Mentor/Resident Educator	Central	5	6	\$989.00
Galen Kendrick	Mentor/Resident Educator	South	5	2	\$751.00
Doug Perry	Mentor/Resident Educator	Central	5	3	\$870.00
Lisa Painter	Lead Mentor (0.3)	District	4	8	\$614.67
Jaimie Morris	Lead Mentor (0.3)	District	4	8	\$614.67
Kathy Gamertsfelder	Lead Mentor (0.3)	District	4	2	\$452.33
Sean Edwards	Building Level Technology Coordinator (5)	High	2	2	\$2,187.00
Patrick Bryant	Musial/Play Stage Prep	High	5	10	\$1,209.00
Elizabeth O'Doriso	Musical Choreographer	High	5	15	\$1,209.00
Julie Evans	Senior Class Advisor (0.5)	High	4	1	\$678.50
Paul Scott	Senior Class Advisor (0.5)	High	4	1	\$678.50
Doug Perry	MS Band Director	Central	2	13	\$3,096.00
Courtney Phillabaum	Math Academic Chair 6-8	Central	3	6	\$1,873.00
Krista Ackerknecht	English/Language Arts Dept. Chair 6-8	Central	3	1	\$1,635.00
Donald Carducci	Robotics Club	Central	5	4	\$870.00
Amber Dorsey	8th Grade Field Trip Advisor	Central	4	12	\$1,949.00
Jennifer Hicks	Elementary Music Accompanist	Central	5	9	\$1,209.00
Scott Reider	Elementary Choir Director	Central	3	12	\$2,050.00
Morgan Wills	MS Student Council Advisor (0.5)	Central	4	1	\$678.50
Ashley Miles	MS Student Council Advisor (0.5)	Central	4	1	\$678.50
Scott Reider	MS Choir Director	Central	3	12	\$2,050.00

E. Approve Teacher(s) for Home Instruction

Approve the following teacher, Pat Burkett for Home Instruction tutoring, up to 5 hours per week at a rate of \$25.00 per hour plus mileage at the prevailing IRS rate for a student that is unable to attend school for several weeks in the months of August and September.

F. Approve Athletic Student Workers-Substitutes

Approve Athletic Student Worker Substitutes at the rate of \$35.00 per event on an as needed basis for the purpose of ticket sales.

G. Student(s) Impractical to Transport

Approve the following student(s) impractical to transport for the 2017/2018 school year, as provided in the back up materials.

Name	Location To Transport
Brooklyn H.	Granville Christian
Ashlee S.	Granville Christian
Quinton D.	Columbus Adventist Academy
Emily D.	St. Francis DeSales

H. 2017-2018 Bus Routes

Approve the bus routes for the 2017-2018 school year.

I. Approve Extra Days, William Rockwell

Approve the following extra day(s) for William Rockwell, CBI/Math Instructor, High School, 5 extra days at his per diem rate, from July 1- August 11, 2017, to complete preparations for students in the CBI program.

J. Approve Teacher for APEX Management

Approve the following teacher, Joe Kapcar for APEX management at \$25.00 per hour up to 3 hours per week for 36 weeks for 2017/2018.

Comment: Mr. Kapcar has served in this capacity for the last two years.

K. Approve Teachers for Bus Duty and After School Detention at Central

Approve the following teachers for Bus Duty at \$24.00 per hour up to .5 hour and After School Detention Duty at \$24.00 per hour up to 1 hour, both on an as needed basis.

Bus Duty
Michelle Lisy
Steve Lesmes
Michael Workman
Rick Hamann
Doug Perry
Brittany McQuay
Kevin Womer
Brian Dorsten
Jessica Lynch
Alexandra Hibbard

After School Detention Duty
Morgan Wills
Krista Ackerknecht
Abby Snider
Katelyn Baker
Alexandra Hibbard

L. Approve Job Descriptions

Approve the following job descriptions, as provided in the back up materials.
Administrative Assistant to the Director of Human Resources and Student Discipline
Head Cook (Revision)
Assistant Athletic Coordinator

M. 6530 - Payment of Unused Personal Leave Technical Change

Approve the technical changes for policy 6530 - Payment of Unused Personal Leave, as provided in the back up materials.

Comment: This policy will be renumbered to 6530.01 and the payout date will change from July to August annually for procedural consistency.

AYES: Bagley, Johnson, Russ, Wand

President declared motion carried.

Resolution #09-17-186 FINANCIAL REPORT

Mrs. Russ moved and Mr. Wand seconded that the Board of Education approves the Treasurer's July 2017 Financial Report, as provided in the back up materials.

AYES: Russ, Wand, Bagley, Johnson

President declared motion carried.

Resolution #09-17-187 PERMANENT APPROPRIATIONS

Mr. Wand moved and Mrs. Russ seconded that the Board of Education approves the FY18 Permanent Appropriations, as provided in the back up materials.

AYES: Wand, Russ, Bagley, Johnson

President declared motion carried.

Resolution #09-17-188 JOB DESCRIPTION

Mr. Bagley moved and Mr. Johnson seconded that the Board of Education approves the following job description, Fiscal Project Manager, as provided in the back up materials.

AYES: Bagley, Johnson, Russ, Wand

President declared motion carried.

Resolution #09-17-189 IMPROVEMENTS

Mr. Bagley moved and Mr. Johnson seconded that the Board of Education approves the qualified, low bid and Alternate 1 from Robertson Construction Services, Inc. at a cost not to exceed \$214,150 as provided in the back up materials.

AYES: Bagley, Johnson, Russ, Wand

President declared motion carried.

Resolution #09-17-190 OFCC AMENDED MASTER PLAN

Mr. Bagley moved and Mr. Johnson seconded the Board of Education approves the following resolution.

RESOLUTION BY THE SCHOOL DISTRICT BOARD
TO ACCEPT THE AMENDED MASTER PLAN FOR THE
OHIO FACILITIES CONSTRUCTION COMMISSION
EXPEDITED LOCAL PARTNERSHIP PROGRAM

WHEREAS, the Board of Education of the Licking Heights Local School District (“School District”), Licking County, Ohio, met in Regular session on September 19, 2017, and adopted the following Resolution; and

WHEREAS, the Ohio Facilities Construction Commission (“Commission”) has approved the School District to participate in the Expedited Local Partnership Program; and

WHEREAS, the School District hereby concurs with, and approves the use of, the findings outlined in the final “Facilities Assessment Report” dated originally June 27, 2001; updated July 17, 2013 for the purpose of developing a master facilities plan. The School District and Commission understand that the use of the Facilities Assessment Report is for the purpose of developing an estimated project budget and scope and that the potential for the existence of undocumented conditions that could increase the final cost of the project does exist; and

WHEREAS, the School District Board hereby concurs with and approves the use of the Enrollment Projections dated April 6, 2011. The School District Board and the Commission acknowledge that actual enrollment status will be reviewed annually; and

WHEREAS, the School District acknowledges the Commission recommendation that the School District engage a design and construction professional to assist in the review of the information presented in the Facilities Assessment Report. The district has provided any information available to aid in the identification of any areas of concern for conditions, which cannot be readily observed by standard assessment procedures throughout the School District’s facilities and the School District acknowledges that the scope of services provided by the professional authoring the Facilities Assessment Report does not include invasive facilities and grounds investigation; and

WHEREAS, the School District acknowledges that neither the School District nor the Commission have control over conditions which are hidden or otherwise unknown at the conclusion of the assessment report and master facilities plan; and

WHEREAS, the School District desires to proceed with the Amended Scope of the Project and Amended Master Facilities Plan as indicated below:

SCOPE OF THE PROJECT:

- Allowance to Abandon/Abate/Demolish Jersey Elementary.
- Addition and renovations to North Elementary School (formerly Summit ES) to house grades 5-6.
- Build new West Elementary School (formerly new ES 1) to house grades K-2.
- Build new South Elementary School (formerly new ES 2) to house grades PK, K & 3-4.
- Addition and renovations to Central Middle School (formerly Licking Heights MS) to combine with Licking Heights.
- High School to house grades 6-8 and be known as Central MS.
- Build new High School to house grades 9-12.

Total Project Cost \$ 95,125,941
State Share \$ 20,927,707 (22%)
Local Share \$ 74,198,234 (78%)

RESOLUTION OF ACCEPTANCE OF THE MASTER FACILITY PLAN

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Licking Heights Local School District, Licking County, Ohio, that the School District Board hereby acknowledges and accepts the described Amended Scope of the Project and Master Plan for the Expedited Local Partnership Program.

Upon the roll call on the passage of the Resolution, the vote was as follows:

Mr. Wand, President, Mrs. Russ, Vice President, Bagley, Johnson, Russ, Want The foregoing is a true and correct excerpt from the minutes of the Regular Board meeting of September 19, 2017, of the Board of Education of the Licking Heights Local School District, Licking County, Ohio showing the passage of the resolution set forth.

_____, 2017
Treasurer Date

AYES: Bagley, Johnson, Russ, Wand

President declared motion carried.

Resolution #09-17-191 RESOLUTION OF INTENT

Mrs. Russ moved and Mr. Johnson seconded that the Board of Education approves the following resolution.

**RESOLUTION OF INTENT
EXPEDITED LOCAL PARTNERSHIP PROGRAM
½ MILL MAINTENANCE REQUIREMENT**

WHEREAS, the Licking Heights Local School District (School District Board) is participating in the School Building Assistance Expedited Local Partnership Program (ELPP) as outlined in S.B. 272, and

WHEREAS the School District Board is required to pass or provide the equivalent to ½ mill for a period of 23 years to maintain their ELPP project. The School District may either pass a levy or provide the equivalent of the ½ mill requirement at the time they participate in ELPP or delay the requirement until they become eligible for assistance under Classroom Facilities Assistance Program (CFAP).

The School District Board hereby certifies that they have chosen the following option for their ½ mill maintenance requirement.

_____ School District has passed a ½ mill levy during participation in ELP Program.

_____ School District may dedicate proceeds from a permanent improvement tax in an amount equivalent to the amount required for the maintenance of the classroom facilities included in their project.

__X__ School District intends to delay ½ mill maintenance requirement until participation in CFAP.

The School District Board also acknowledges that no state assistance under CFAP will be released until the school district certifies that it has either levied the ½ mill tax or earmarked proceeds of a permanent improvement tax. Any amount required for maintenance shall be deposited into a separate fund established by the school district for purposes of maintaining the new facility.

THEREFORE, BE IT RESOLVED that the Licking Heights Local School District Board of Education, declares its intention above and will submit this resolution to the Commission within ten days of its adoption.

Dated this ___ day of _____ 2017.

President, Board of Education

Treasurer, Board of Education

Superintendent of Schools

AYES: Russ, Johnson, Bagley, Wand

President declared motion carried.

Resolution #09-17-192 POLICY

Mr. Bagley moved and Mr. Johnson seconded that the Board of Education approves the second reading and adoption of the following revised District policies.

3111	Creating a Position
3113	Conflict of Interest
3120	Employment of Professional Staff
3120.01	Job Descriptions
3120.05	Employment of Personnel in Summer School and Adult Education Programs
4362	Anti-Harassment
4362.01	Threatening Behavior Toward Staff Members
4440	Job-Related Expenses
8510	Wellness

AYES: Bagley, Johnson, Russ, Wand

President declared motion carried.

Resolution #09-17-193 POLICY

Mrs. Russ moved and Mr. Johnson seconded that the Board of Education approves the second reading and adoption of the following new District policies.

3112	Board-Staff Communications
3120.04	Employment of Substitutes
4419	Group Health Plans
4419.01	Privacy Protections of Self-Funded Group Health Plans
4419.03	Patient Protection and Affordable Care Act
4421.01	Benefits and Group Insurance
4430.02	Leave of Absence for Employment by a Community School
4430.03	Call to Active Duty Leave
4432	Sick Leave
4531	Unauthorized Work Stoppage

AYES: Russ, Johnson, Bagley, Wand

President declared motion carried.

Resolution #09-17-194 POLICY

Mrs. Russ moved and Mr. Wand seconded that the Board of Education approves to rescind the following District policies.

6210	Fiscal Management Goals
6215	Fiscal Planning

AYES: Russ, Wand, Bagley, Johnson

President declared motion carried.

Resolution #09-17-195 VENDOR

Mr. Wand moved and Mr. Bagley seconded that the Board of Education approves the District Service Plan with the Educational Service Center of Central Ohio (ESCCO) at a cost not to exceed \$2.55 Million for the 2017/2018 school year.

AYES: Wand, Bagley, Johnson, Russ

President declared motion carried.

Superintendent Comments

- A. State Report Card
- B. October 17, 2017 Community Outreach Meeting
- C. Scheduling January 2018 Board of Education Organizational Meeting

Resolution #09-17-196 EXECUTIVE SESSION

Mr. Wand moved and Mrs. Russ seconded that the Board of Education enters into Executive Session at 8:55pm for the purpose of:

__X_ Consideration of the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee, or official

___ Investigation of charges or complaints against a public employee, official, licensee, or student unless such employee, official, licensee or student requests a public meeting; except that consideration of the discipline of a Board member for conduct related to the performance of his/her duties or his/her removal from office shall not be held in executive session

___ Consideration of the purchase of property for public purposes, or sale of property at competitive bidding, if premature disclosure of information would give an unfair competitive or

bargaining advantage to a person whose personal, private interest is adverse to the general public interest

___ Discussion, with the Board's legal counsel, of disputes involving the Board that are the subject of pending or imminent court action

___ Preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of employment

___ Matters required to be kept confidential by federal law or rules or State statutes

___ Specialized details of security arrangements and emergency response protocols where disclosure might reveal information that could jeopardize the District's security

___ Consideration of confidential information related to the marketing plans, specific business strategy, production techniques, trade secrets, or personal financial statements of an applicant for economic development assistance, or to negotiations with other political subdivisions respecting requests for economic development assistance, provided that both of the following conditions apply:

1. the information is directly related to a request for economic development assistance that is to be provided or administered under one of the statutes referenced in R.C. 121.22(G)(8)(1), or that involves public infrastructure improvements or the extension of utility services that are directly related to an economic development project, and

2. an unanimous quorum of the Board or its subcommittee determines, by a roll call vote, that the executive session is necessary to protect the interests of the applicant or the possible investment or expenditure of public funds to be made in connection with the economic development project.

The Board of Education returned from Executive Session at 9:40pm.

AYES: Wand, Russ, Bagley, Johnson

President declared motion carried.

Resolution #09-17-197 ADJOURNMENT

Mrs. Russ moved and Mr. Bagley seconded that the Board of Education meeting is hereby adjourned.

Time: 9:40pm

AYES: Russ, Bagley, Johnson, Wand

President declared motion carried.

Board President

Treasurer